

Please Return Registration Form to:

California Attorney General's Office  
Attn: Nathan Frye, Conference Services Unit  
1300 I Street, Suite 1260  
Sacramento, CA 95814

or via fax:

California Attorney General's Office  
Attn: Nathan Frye, Conference Services Unit  
(916)322-4780

*Right From the Start -  
Registration,  
Accounting and Tax  
Issues for Not-for-  
Profit Organizations*

*Thursday,  
June 10, 2004*

*8:00 AM - 12:30 PM*

*(Please be advised that registration will  
start promptly at 8:00 a.m.)*

*Location:*

*State Building  
455 Golden Gate Avenue  
San Francisco, CA*

Questions may be directed to:

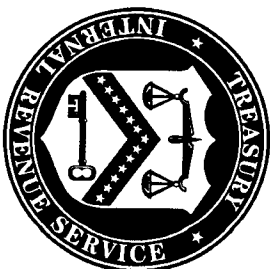
Conference Services Unit  
Attorney General's Office - (916)445-9908

California  
Attorney General  
BILL LOCKYER



and

The Internal Revenue Service



Cordially Invite You to Attend  
*A CHARITIES WORKSHOP*

Thursday, June 10, 2004

Dear Board Member:

I am pleased to invite you to attend a Charities Workshop - "Right From the Start - Registration, Accounting and Tax Issues for Not-for-Profit Organizations" - which will address registration and reporting responsibilities, legal and management issues and the process of applying for exempt status from the Internal Revenue Service.

The workshop is presented jointly by the California Attorney General's Office and the Internal Revenue Service and will be held from 8:45 a.m. to 12:30 p.m. on Thursday, June 10 (registration is from 8 - 8:45 a.m.) at:

California State Building  
455 Golden Gate Avenue  
San Francisco, CA

The Attorney General is responsible for overseeing the activities of not-for-profit organizations to ensure that they carry out their responsibilities effectively and within the parameters of California State law. I am deeply committed to assisting such organizations as they carry out their important programs in this state, including education, food and shelter for the needy, medical assistance to the sick, child care, cultural activities, assistance in developing our communities, and countless other services.

The workshop is part of an educational program designed to assist not-for-profit organizations in California so they may fulfill their missions effectively while complying with the legal mandates of this State.

Featured speakers include representatives of the Charitable Trusts Section of my office and the Internal Revenue Service.

The program should be interesting and informative. I look forward to seeing you there.

Sincerely,

Bill Lockyer

#### AGENDA

**8:00 - 8:45** Registration (with coffee)

**8:45 - 9:00** - Welcoming Address

**9:00 - 10:00** - *What you need to know to comply with California's Registration, Reporting and Disclosure Laws.*

**BELINDA JOHNS**- Supervising Deputy Attorney General, Charitable Trusts Section

**10:00 - 11:00** - *The ABC's of 501(c)(3) Status - Advice from the IRS*

**RICHIE HEIDENREICH**, Internal Revenue Service  
**DAWN GOLDBERG**, Internal Revenue Service

**11:00 - 11:15** - Break

**11:15 - 12:15** - *Applying for 501(c)(3) Status - A Workshop for Organizations Seeking Tax Exemption from the Internal Revenue Service*

**RICHIE HEIDENREICH**, Internal Revenue Service  
**DAWN GOLDBERG**, Internal Revenue Service

**12:15 - 12:30** - Closing Remarks

☐ I will be attending the workshop on June 10. Enclosed is my check for \$15.00, payable to California Department of Justice, to cover the cost of the workshop.

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Street

City State Zip Code

PHONE NUMBER: \_\_\_\_\_

(Area Code) + Number (& extension)

FAX NUMBER: \_\_\_\_\_

(Area Code) + Number (& extension)

E-MAIL ADDRESS: \_\_\_\_\_

Please indicate if you need an additional accommodation:

\_\_\_\_Special Access

REGISTRATION DEADLINE:

**May 21, 2004**

**SPACE IS LIMITED**

**[Refund deadline: June 1, 2004]**